

PDSD is located in the joint City/County Public Works Building, 201 N. Stone Ave, which is at the northwest corner of Stone and Alameda. Lobby hours are from: 8am – 4pm., M - F

Please Direct C of O Inquiries to:  
[Gerardo.Bonillas@tucsonaz.gov](mailto:Gerardo.Bonillas@tucsonaz.gov)

Additional Contact Information:  
 Inspections Voice Recorder (IVR) 740-6970  
 Floodplain info – 791-5609  
 Plan Review Status – 837-4923  
 Zoning Info – 837-4891  
 Records – 837-4971

Permit Counter questions?  
[WWW.COTDSDPermits.Gov](http://WWW.COTDSDPermits.Gov)  
 PRO – Property Research Online  
[WWW.Tucsonaz.Gov/PRO](http://WWW.Tucsonaz.Gov/PRO)



## Mission Statement

*Facilitating a safe,  
 attractive and  
 sustainable community.*

*This program has been developed in Partnership with the  
 City of Tucson Chamber of Commerce Stakeholders  
 Group and the Tucson City Council.*



## Planning & Development Services Department

### CERTIFICATE OF OCCUPANCY

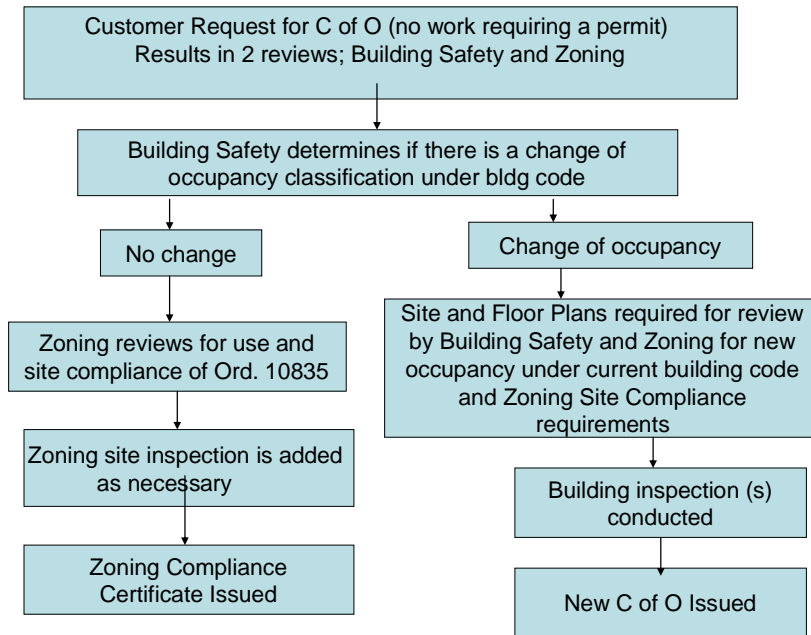
### 10835 ZONING COMPLIANCE CERTIFICATES

### FOR EXISTING BUILDINGS

201 N. Stone Ave 1<sup>st</sup> floor  
 Tucson, AZ 85701  
 520-791-5550



## Planning & Development Services Department Certificate of Occupancy Information



**If the following criteria are met:**

- **No new work being done**
- **No Change of Building Occupancy Classification**
- **No Change of Land Use or a change that would meet Zoning Compliance per Ordinance 10835**

**Then a “New” Certificate of Occupancy is not a requirement. The current Certificate for the business is still valid.**

When an Applicant comes in for a new Certificate of Occupancy after purchasing a new business or opening a business in a former space, they will be asked some specific questions. If the Use and Occupancy Classification remain the same and no new work is being done, a new C of O is not needed.

**Type of Use** - This is a Zoning Land Use Group which specifies Site compliance per the Tucson Code, Chapter 23, Land Use Code Article V, and Division 3.

**Occupancy Classification** - Classifications are based on the International Building Code, i.e. Office space is classified as a “B”, and Retail space is classified as an “M”. If the classification is remaining the same, a new C of O may not be required.

**New work** – No new work may be done in the tenant space without a Building permit per the current building code. Paint, carpet and tile are exempt.

*“Tailoring programs to meet our community’s needs.”*

*~ Ernie Duarte, Director  
Planning & Development Services*